

Rowe v. Ray

Civil Action No. 3:19cv418

EXHIBIT E



VIRGINIA
DEPARTMENT OF CORRECTIONS

Offender Work Program Job Counseling/Suspension and
Termination 841_F16_11-16

Offender Work Program Job Counseling/Suspension and Termination

Offender Name: Uhuru Rowe

Number: 1131545 (1B10)

Job Assignment: DCE Tutor

Supervisor: DCE Teacher

☐ COUNSELING ☐ SUSPENSION

Start Date:

End Date:

Reason for Action: _____

Offender Signature

Date

Staff Signature

Date

Copy Counseling/Suspension to Security Supr., Work PAR., Offender

☐ COUNSELING ☐ SUSPENSION

Start Date:

End Date:

Reason for Action: _____

Offender Signature

Date

Staff Signature

Date

Copy Counseling/Suspension to Security Supr., Work PAR., Offender

An Offender Payroll System Exception Report 841_F17 must be submitted to the Business Office by noon on Tuesday of the week following the start date of any suspension.

TERMINATION REQUEST

Date: 5/25/2018

☐ Suspended, Date: _____

Disciplinary Charge Pending ☐ Yes ☐ No

Reason(s) for Termination: Due to Administrative reasons, at this time, you will not be permitted to work in the DCE area.

M. Bradley
Staff Signature

M. Bradley
Name Printed

5-30-2018
Date

Copy Termination Request to Security Work Supervisor and offender. Forward original Termination Request to Work PAR

An Offender Payroll System Exception Report 841_F17 must be submitted to the Business Office by noon on Tuesday of the week following the start date of any suspension.

WORK PAR/ ADMINISTRATIVE TERMINATION REVIEW

☒ Approved

☐ Disapproved

☒ Approved

☐ Disapproved

Comments:

Comments:

J. Shaw
Work PAR Signature

5-30-18
Date

J. Shaw
Reviewer Signature

5-30-18
Date